

MINUTES OF MEETING OF THE BOARD OF PUBLIC WORKS, AUGUST 13, 1959.

The Board of Public Works met in the office of the Governor, State House, Annapolis, Maryland, on Thursday, August 13, 1959.

There were present:

J. Millard Tawes, Governor  
Louis L. Goldstein, Comptroller  
Hooper S. Miles, Treasurer.

Also attending the meeting were:

Mr. James G. Rennie, Director, Department of Budget and Procurement  
Mr. Albert P. Backhaus, Director, Department of Public Improvements  
Mr. Russell McCain, Executive Assistant to the Governor.

CONSTRUCTION:

The Board was advised by Mr. Rennie and Mr. Backhaus that in all of the items submitted and recommended to the Board where payment is to be made from the proceeds of the following bond issues:

General Construction Loan of 1953	General Construction Loan of 1956
General Construction Loan of 1954	General Construction Loan of 1957
General Construction Loan of 1955	General Construction Loan of 1958
and General Construction Loan of 1959,	

that full regard was had to the provisions of Section 7 of each of the following laws pertaining to the above construction loans:

Chapter 780 of the Acts of 1953, and as amended in 1954  
Chapter 45 of the Acts of 1954  
Chapter 266 of the Acts of 1955, and as amended in 1956, 1957 and 1958  
Chapter 98 of the Acts of 1956, and as amended in 1957 and 1958  
Chapter 532 of the Acts of 1957, and as amended in 1958 and 1959  
Chapter 66 of the Acts of 1958, and as amended in 1959, and  
Chapter 804 of the Acts of 1959,

said Section 7 reading as follows:

"And Be It Further Enacted, That no department, board, commission, agency or institution specified or named in this Act shall begin any work with funds secured pursuant to the provisions of this Act unless satisfactory assurances are made to the Board of Public Works that the work described in the individual items of this Act can be completed with the funds specified for each such item respectively."

BARRETT SCHOOL FOR GIRLS:

The Board approved the following items submitted by the Department of Public Improvements relating to Barrett School for Girls:

Item 33 - "Approval is requested for the appointment of Van Reuth and Weidner, Inc., Civil Engineers and Surveyors, to survey and prepare topographic maps of the area in the vicinity of the Chapel at Montrose School for Girls, comprising approximately fifty-five (55) acres, which site is under study for the relocation of the facilities of Barrett School for Girls. The survey will consist of running field traverse and ties from existing points and establishing horizontal control at a fixed cost of \$600.00; and making a field topographic survey of the fifty-five (55) acre-tract and preparing a topographic map at contour intervals of two (2) feet at a fixed cost of \$1,925.00. The total fixed cost shall be \$2,525.00. The proposal has been checked and is reasonable and in line with current prices. Funds are available in Item 36-General Construction Loan of 1959, (Planning and Preparation of Preliminary Plans and Specifications for New Facilities to replace Barrett School for Girls)."

Item 35 - "Pursuant to instructions from the Board of Public Works at the meeting of July 13, 1959, this office has obtained proposals from two appraisers to appraise the property known as Barrett School for Girls. The appraisers are:

- 1- Henry M. Bachman, Severna Park, Maryland
- 2- Manekin and Company, Baltimore, Maryland.

(cont.)

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(Barrett School for Girls)

"Each appraiser has stated his fee for the work to be \$1,500.00, thus making a total cost for the two appraisals of \$3,000.00. Approval of the commissioning of the appraisers and payment of the fee is recommended. Funds are available from Item 63-General Construction Loan of 1959 (Planning and preparation of preliminary plans and specifications for new facilities to replace Barrett School for Girls)."

#### BOARD OF PUBLIC WORKS:

1- The Secretary brought to the attention of the Board a letter, dated July 17, 1959, received from the Maryland Centennial Celebration Commission-Battle of Antietam, submitting report of expenditures and receipted bills since February 5, 1959, when the previous report was submitted, and also requesting an additional advance of \$1,000.00 from the original appropriation of \$5,000.00 for the celebration which is to be held in 1962. This appropriation is in the budget of the Board of Public Works.

After due consideration of the information submitted and the request made, the Board approved the advance of an additional \$1,000.00 for the use of the Maryland Centennial Celebration Commission-Battle of Antietam.

2- Mr. Rennie brought to the attention of the Board the matter of telephone listings in the new directory of the Chesapeake and Potomac Telephone Company, and more particularly items for Vernon 7-9000 (Baltimore State Office Building).

After consideration of the matter, the Board adopted the following policy with respect to State telephone numbers being listed in the telephone directory under the names of various individuals:

"Effective immediately, no individuals shall be listed with any State Office telephone number."

And, instructed the Secretary to advise all State Agencies of this policy.

#### BOYS' VILLAGE OF MARYLAND:

The Secretary brought to the attention of the Board a request, dated July 10, 1959, of Boys' Village of Maryland for permission to expend \$2,500.00 from the Fire Loss Account of that institution for Alterations and Improvements to the institution's piggery, poultry and dairy areas.

The Board approved this request, with all purchases to be cleared through the Department of Budget and Procurement and all contracts to be handled through the Department of Public Improvements.

#### CENTRAL LAUNDRY:

The Board approved the following Item 26 of the agenda of the Department of Public Improvements, relating to the Central Laundry:

"Approval is requested for the execution of Change Order #1 to the contract with John K. Ruff, Inc. for Construction of the Central Laundry and Inmate Housing project at Springfield State Hospital. Reference is made to Item 5-A of this department's Agenda of March 9, 1959, whereby approval was granted for the award of this contract, including the acceptance of a credit of \$2,950.00 (Alternate #3 of the contractor's original proposal) to provide 'holding' type refrigeration in lieu of the 'quick freeze' type contained in the specification. The Department of Correction has now advised that their thinking on the type of refrigeration to be provided in this project has changed, that they do not want 'holding' type refrigeration but will require a 'quick freeze' refrigeration system.

"The contractor has offered a CREDIT of \$700.00 for the elimination of the compressor and freezer plate which are included in the contract; this taken together with the original credit of \$2,950.00 by acceptance of Alternate #3 results in total credit of \$3,650.00 for the elimination of refrigeration compressor and freezer plate. The Consulting Architect and Engineer, as well as the responsible Engineer of this department assure that the desired refrigeration equipment can be secured at a later date at a saving which may approach \$1,000.00. Fee is applicable to the Consulting Architect, Prentiss Browne. The credit of \$700.00 will revert to Item 72-General Construction Loan of 1958. The original contract was approved as Item 5-a of this department's agenda of March 9, 1959."

CENTRAL LICENSING OFFICE:

The Secretary brought to the attention of the Board a letter from the Central Licensing Office, Baltimore, Maryland, advising that under the provisions of Article 41, Section 193 of the Annotated Code of Maryland, the total amount of the Central Office Expense has been divided among the several Boards as follows:

State Board of Commissioners of Practical Plumbing	\$1,615.22
State Board of Barber Examiners	1,615.22
State Board of Examining Engineers	1,615.22
State Board of Electrical Examiners	3,541.11
State Board of Moving Picture Machine Operators	100.00

The Board approved the action of the Central Licensing Office.

CROWNSVILLE STATE HOSPITAL:

1- The Secretary advised the Board of receipt of information of the settlements agreed upon in connection with the following fire losses at Crownsville State Hospital:

April 5, 1959	\$ 11.29	April 10, 1959	\$12.55.
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2- The Board approved Item 2 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Crownsville State Hospital:

General Construction Loan of 1955-Item 57	List 2	\$103.88.
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3- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by Crownsville State Hospital, with payment to be made from the funds indicated:

Budget Program 10.03.04.03-08 --

Arbutus Contracting Co., for repair of windows in Hugh Young Building. No fee. (item 4)	\$1,764.00
Penniman & Browne, Inc., for inspection of Water Tank #2. (23-B)	15.00

General Construction Loan of 1957-Item 60:--

Froehling & Robertson, Inc., Inspection Engineers, for inspection of structural steel for Construction of Rehabilitation Building. (23-A)	240.00.
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DEER'S HEAD STATE HOSPITAL:

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by Deer's Head State Hospital, with payment to be made from the funds indicated:

General Construction Loan of 1952-Item 23 --

Raymond Concrete Pile Co., for test borings at site of the Chapel and Rehabilitation Wing. (item 18)	\$286.00.
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DEPARTMENT OF CORRECTION:

1- Upon the recommendation of Mr. Rennie, the Board approved a tentative allotment of \$150,000 to supplement Special Fund receipts in support of the four work camps of the Department of Correction. At the same time, the Board stated that the department is to submit at the end of each month to the Department of Budget and Procurement, for the Board's consideration, a statement showing any deficiency in Special Funds available for the camps' support which will have to be made up from other fund sources.

2- The Secretary brought to the attention of the Board a request, dated July 14, 1959, of the Department of Correction for permission to transfer \$8,000.00 from the Maryland House of Correction-Public Works Operations Fund, No. 756, to the Department of Correction-Public Works Operations Fund, No. 763.

The Board approved this request.

3- The Secretary brought to the attention of the Board a letter, dated August 7, 1959, received from the Department of Correction requesting permission to cancel or revert the following items:

Item 97-GCL 1957 - Construction of Staff Housing	\$235,296.12
Item 98-GCL 1957 - Extension of Staff Housing Utility	30,000.00
Item 105-GCL 1957 -Construction of Pre-parole Camp	120,000.00
Item 85- GCL 1958 -Equipment for Pre-parole Camp	6,500.00.

(cont.)

(Dept. of Correction)

3-

After due consideration, the Board approved the cancellation of the following projects:

Maryland House of Correction:-

Item 97-General Construction Loan of 1957 (Construction of Staff Housing) \$235,296.12

Item 98-General Construction Loan of 1957 (Extension of Staff Housing Utility) 30,000.00

Maryland State Reformatory for Males:-

Item 105-General Construction Loan of 1957 (Construction of Pre-parole camp) 120,000.00,

and the transfer of the following item to the Annuity Bond Fund account:--

Maryland State Reformatory for Males:-

Item 85-General Construction Loan of 1958 (Equipment for Pre-parole camp) 6,500.00 .

DEPARTMENT OF ECONOMIC DEVELOPMENT:

The Secretary brought to the attention of the Board a letter, dated August 6, 1959, received from the Department of Economic Development requesting the assignment of the South Wing of the Annapolis State Office Building for the office space of that department.

The Board approved this request.

DEPARTMENT OF FORESTS AND PARKS:

1- The Secretary advised the Board of receipt of information of lightning damage on July 22, 1959, in the cabin area at Herrington Manor, to Cabin #15 and Building #21, with damage estimated at \$300.00.

2- The Secretary brought to the attention of the Board a new option for 7 acres of land owned by Gilbert K. Shifflett and wife, in the Second Election District, Baltimore County, which the Department of Forests and Parks desires to purchase from the General Construction Loan of 1957-Item 31, this option being submitted with the department's letter of July 24, 1959, which reads in part:

"On May 4, 1959 the Board of Public Works approved an option for 5 of the above 7 acres in the amount of \$900.00. This is to request that this option for 5 acres be cancelled inasmuch as it has been found expedient to increase the area by 2 acres, making the take 7 acres. The price for the 7 acres will be \$1,500.00 because of the road frontage which is included in the new option. Copy of the original appraisal and letter from Mr. Dance on the new price are attached. Funds are available in the General Construction Loan of 1957-Item 31.

"Barkley Faulkner and his wife have a lease on the property belonging to Gilbert K. Shifflett and wife to take out sand, gravel, minerals and timber, which is dated February 8, 1956 and is for 10 years with a right of renewal for another 10 years. In order to cancel this lease on the 7 acres we are acquiring, it will be necessary for us to pay Barkley Faulkner and his wife \$450.00. Enclosed are two copies of an option covering this transaction. The \$450.00 will also be taken from the General Construction Loan of 1957-Item 31."

After due consideration, the Board approved execution of the options submitted, and in this connection rescinded the approval given by the Board on May 4, 1959 for the purchase of 5 acres owned by Mr. and Mrs. Shifflett, at a cost of \$900.00, payable from the same funds, as the original 5 acres are a portion of the 7 acres mentioned above. The option with Barkley Faulkner and his wife was approved in order that the Department of Forests and Parks might not be subject to the terms of the lease mentioned above.

3- The Secretary brought to the attention of the Board a letter, dated July 24, 1959, received from the Department of Forests and Parks, submitting an option for 90 acres, more or less, owned by Wm. E. Wolfel and wife, in the Second Election District, Howard County, said letter reading in part:

"This option is for 60 days from July 7th, which will make it expire on September 5th. Please note that the agreed price is \$20,000.00 for 90 acres, but, if necessary, we can go to 100 acres, the excess over 90 acres to be at the rate of \$222.23 per acre. Funds are available in the General Construction Loan of 1957-Item 31."

The Board approved purchase of the land referred to above.

(cont.)

(Dept. of Forests & Parks)

4- The Board approved the following reports of expenditures by the Department of Forests and Parks, as submitted by the Secretary:

General Construction Loan of 1957 --

Item 31-1 (Surveyors, realtors and title work)	
Leo William Rader	\$210.38
David W. Pohmer	35.00
E. F. Raphael & Associates	1,639.75
C. Orman Manahan	75.00
Item 31-2 (Patapsco State Park)	
Cory and Boss, title rundown and preparation of Deed on property of Charles F. Meyer (app. 4-15-59)	50.00
Item 41-1 (South Mountain Watershed Conservation Area)	
W. Jerome Offutt, for bringing to date title, etc. on Eleanor Aulabaugh property (app. 2-16-59)	43.00
W. Jerome Offutt, for title work, etc. on Tissie S. Hooper property (app. 8-18-58)	92.33
W. Jerome Offutt, for title work on Weldon B. Ray property (app. 2-16-59)	75.00
Ready, Boubnitz & Broadwater, for title work on Etta E. Wagaman property (app. 1-12-59)	250.00
T. Aubrey Kemp, for title work on John L. & Lois M. Miller property (app. 4-15-59)	175.00
Irving M. Einbinder, for title work on Arthur and Leone I. Peden property (app. 6-9-59)	90.00
Irving M. Einbinder, for title work on Laura V. and Robert L. West property (app. 2-16-59)	100.00
Irving M. Einbinder, for title work on Louella Pound property (app. 2-16-59)	60.00
Martin V. B. Bostetter, for legal work in connection with property of Albert T. & Sophia C. Huntsberry (app. 10-28-58)	45.50
Martin V. B. Bostetter, for legal work in connection with properties of:-	
Henry & Carleda B. Holtzman (app. 10-28-58)	46.00
Charles W. & Dorothy Lettau (app. 10-28-58)	45.50
Hattie M. Bowman (app. 12-12-58)	45.00
Harold H. Hoffman, for legal work in connection with property of Eleanor Aulabaugh (app. 2-16-59)	50.00
Harold H. Hoffman, for legal work in connection with property of Simon V. Hutzberry (app. 4-15-59)	65.00
Harold H. Hoffman, for work in connection with Clarence H. & Rose V. Hoffman property (app. 4-15-59)	65.00
Harold H. Hoffman, for work in connection with property of Joseph N. & Alma W. Rowe (app. 4-15-59)	80.00
Harold H. Hoffman, for work in connection with property of Robert W. & Beulah M. Cline. (app. 5-4-59)	65.00
T. Aubrey Kemp, for title work on the John L. Miller property (app. 4-15-59)	40.50

5- At the meeting of the Board held on July 13, 1959, the Board deferred action on the request of the Department of Forests and Parks for permission to set up \$175,000.00 in the General Construction Loan of 1959 from Item 23 of that loan into Item 23-4, to be used for surveyors, realtors and title work in connection with land acquisition for Gunpowder State Park, which request was first submitted at the meeting of June 9, 1959. At the July meeting the Board asked Mr. Backhaus to ascertain the specific work to be undertaken by the several firms and persons making bids for this survey work.

At today's meeting Mr. Backhaus submitted, under Item 50 of the agenda of the Department of Public Improvements, the following report in connection with this request:--

"Approval is requested for appointment of engineering firms as follows in connection with property acquisition for Gunpowder River Valley State Park system to establish horizontal controls based on Maryland State grid system; vertical control based on U.S.C. & G.S. datum; to search titles and prepare preliminary property maps, locating roads, streams, woodlands and improvements; all so that take line for property acquisition for the project can be established. After establishment of the take line individual property surveys will be made to determine acreage to be acquired from owners:

(cont.)

## (Dept. of Forests &amp; Parks)

5-	Area	Acres	Assignment	Price/acre of Part Taking	Surveyor	Total
	1	500				
	2	250	4540	\$49.50	E. F. Raphael & Assoc.	\$224,730
	3	3400				
	4					
	5	400				
	7A	960	960	46.00	Van Reuth & Weidner, Inc.	44,160
	7B	2280	2280	45.00	Leo Wm. Rader	102,600
	9	300	300	70.00	Maryland Surveying & Engineering Co., Inc.	21,000
	10					
	11					
	12	1360	2560	40.00	Sutcliffe & Ward	102,400
	13					
	14	1200				
	15	900	900	49.50	James H. Ludlow Associates	44,550
			11540			\$539,440

"The appointments are awarded on the basis of proposals submitted by each of the firms in accordance with specifications dated April 24, 1959 as amended. Payments will be based upon the daily rates per party, however, in no event shall total amount paid exceed 'price per acre of part take'. Funds are available in Item 23-General Construction Loan of 1959 (Gunpowder River Valley State Park System: Land Acquisition)."

After a discussion of this matter, the Board approved the appointment of the engineering firms recommended, and authorized the allocation of \$175,000 from Item 23 of the General Construction Loan of 1959 into Item 23-4 of that Loan to be used in connection with the work to be done by these firms.

6- The Board approved Construction Item 3 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Department of Forests and Parks:

General Construction Loan of 1954 - Item 20	List 25	\$ 24.00
	List 29	28.94
Item 22	List 2	18.00
	List 6	972.50
	List 29	8.32
Item 34	List 29	53.48
	List 35	5.28
General Construction Loan of 1955 - Item 32	List 41	22.11
General Construction Loan of 1956 - Item 24	List 28	18.78
Item 28	List 7	972.50
	List 33	331.25
Item 29	List 7	38.22
	List 26	1,945.00
	List 33	662.50
Item 31	List 26	24.00
Item 32	List 28	125.57
Item 42	List 1	241.59
Item 45	List 1	31.91
	List 26	454.33
General Construction Loan of 1957 - Item 22	List 3	28.13
	List 17	592.25
	List 27	24.00
	List 30	210.66
Item 24	List 30	9.47
	List 40	153.66
Item 27	List 30	49.48
	List 38	339.67
	List 40	134.22
Item 28	List 30	1.93
Item 42	List 30	16.46
Item 43	List 30	27.27

(cont.)

## (Dept. of Forests &amp; Parks)

7- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Department of Forests and Parks, with payment to be made from the funds indicated:

## General Construction Loan of 1955 - Item 32 --

The Aegis, for advertisement in connection with water permit for  
Rocks State Park. (25-B) \$ 10.80

## General Construction Loan of 1956 - Item 42-2 --

Stancill's Contracting Corp., for Change Order #1 to contract for  
equipment rental for Rocks State Park work. Original contract  
was approved June 9, 1959. (25-A) 170.00

## General Construction Loan of 1957 -

Item 25-1 - United Paving Co., for Equipment Rental for Elk Neck  
State Park roads. Credit. (25-d) (App.10-28-58) 3.25+

Item 39 - Austen R. Keyser, for drilling a well at Seneca Creek  
State Park. Authorized 4-15-59. Credit. (25-C) 16.50 +.

DEPARTMENT OF GAME AND INLAND FISH:

Upon the recommendation of the Department of Budget and Procurement, the Board approved request of the Department of Game and Inland Fish for permission to sell approximately 280,000 board feet of Standing Timber, located on the Mt. Nobe Game Refuge, Garrett County, to the high bidder - Mr. Blain Frantz - for \$6,660.01, and to credit the proceeds to the Special Fund income of this department.

DEPARTMENT OF MARYLAND STATE POLICE:

1- The Secretary advised the Board of receipt of information of the settlement, in the amount of \$758.61, agreed upon for the loss which occurred at the Department of Maryland State Police Barracks at Waterloo, on May 3, 1959.

2- The Board approved Construction Item 9 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Department of Maryland State Police:

General Construction Loan of 1957 - Item 16 List 35 \$ 54.00 .

3- The Board approved Item 39 of the Department of Public Improvements relating to the Department of Maryland State Police, as follows:

"Approval is requested for execution of Agreement between the State of Maryland and the Town of North East to permit the State to take water from the town water supply system to supply the new North East Police Barracks. This Agreement incurs no cost to the State. The actual Agreement is being circulated to the Board of Public Works for signature."

4- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following by the Department of Maryland State Police, with the funds being as indicated:

## General Construction Loan of 1957-Item 16 --

The Gas and Electric Co., for relocation of electric member to the  
New Radio Shop Building, as authorized June 9, 1958. Credit on  
original contract. (item 32) \$ 23.00 +.

DEPARTMENT OF MENTAL HYGIENE:

The Secretary brought to the attention of the Board a letter, dated August 11, 1959, received from the Department of Mental Hygiene, requesting authority to charge-off the following accounts as uncollectible, for the reasons set forth in the department's letter:

Maude Ethel Powers, #6260, Eastern Shore State Hospital	\$331.00
Stanford Hastings, #6354, Eastern Shore State Hospital	712.59
Charles J. Jeffers, #31393, Springfield State Hospital	11.60
Gertrude E. Forney, #30728, Springfield State Hospital	155.75
Charlotte M. Daniels, #5868, Rosewood State Training School	846.80
Raymond White, #3899, Eastern Shore State Hospital	187.50 .

DEPARTMENT OF MOTOR VEHICLES:

1- At the meeting held on July 13, 1959, the Board requested Mr. Backhaus, Mr. Rennie, Mr. Jewell and the Secretary to investigate further the firm of Robert Heller and Associates, who submitted a bid of \$59,499.00 for the Space and Procedure Study for the Department of Motor Vehicles. Following that meeting, Mr. Backhaus submitted to each member of

(Dept. of Motor Vehicles)

1-

the Board under date of July 24, 1959, a summary of the findings on this firm. At today's meeting, the Board confirmed its previous approval given to the following item on this matter which appeared as Item 8 on the agenda of the Department of Public Improvements for today's meeting:--

"Fletcher and Fletcher, Architects, were retained June 28, 1956, to prepare preliminary plans for the proposed building for the Department of Motor Vehicles. It is not possible for the Architect to further proceed without a detailed program indicating a thorough analysis of present space usage, and with such an analysis translated into future requirements for a new facility. Such analysis shall consider automation and other modern facilities available in the business world. Accordingly, the following management consultant organizations were interviewed and proposals received from each:

S.U.A., Inc., New York

Michael Saphir Associates, Inc., New York

Ney and Mahan, Washington, D.C.

Robert Heller & Associates,  
Cleveland, Ohio.

"The proposals of each of the afore organizations have been given study and reflect the following costs:

"S. U. A. Inc., New York - Based on square foot area charges amounting to total of \$16,250 - plus reimbursement for all authorized travel and per diem living expenses.

Michael Saphir Associates, Inc., New York - Based on square foot area charges amounting to total of \$11,500.

Ney and Mahan, Washington, D.C. - Total cost of \$60,000.

Robert Heller and Associates, Cleveland, Ohio - Total cost of \$59,499 based on \$19,833 per month for services and out-of-pocket expenses for a period of three (3) months, the time required for the study.

" On the basis of the proposals and interviews, and at which Interviews the Commissioner of Motor Vehicles, Honorable John Jewell, was present, it is recommended that the proposal of Robert Heller and Associates, Cleveland, Ohio, be accepted. Commissioner Jewell is in agreement and accord with this recommendation. The cost of the study was considered in the decision, however, a major consideration was given to the experience of the firms as well as the thoroughness with which the analysis is to be made.

"Funds are available in the amount of \$65,000 as requested in the Supplementary Budget of the Department of Motor Vehicles, provided for in the 1960 Budget, fiscal year starting July 1, 1959, Budget Program 07.02.00.01-08."

2- Upon the recommendation of the Department of Public Improvements, the Board approved the assignment of John E. Harms, Jr. and Associates of Glen Burnie to prepare complete topographic survey, including location of utilities, boundary survey, etc. of the 12-acre site for the new building for the Department of Motor Vehicles. Payment is to be made from the General Construction Loan of 1958-Item 5, in the amount of \$840.00. (Agenda Item 46)

#### DEPARTMENT OF PUBLIC IMPROVEMENTS:

1- The Secretary brought to the attention of the Board the Monthly Progress Report of the Field Division of the Department of Public Improvements, as of July 31, 1959:

The Board ordered this report filed.

2- The Board approved Item 37 of the agenda of the Department of Public Improvements, as follows:

"In accordance with Chapter 10 of the Laws of 1959, this Department is now using Performance Bond and Payment Bond forms which have been drafted by the State Law Department. Chapter 10 of the Laws of 1959 states that these bonds must be executed by contractor on all contracts exceeding \$5,000. This Department has been operating under policy of the Board of Public Works set at the meeting of January 8, 1951 (see page 465 of the Minutes, paragraph 4) which requires Performance and Payment Bond on all contracts of \$1,500 or more. The law makes it a discretionary matter whether bond shall be required on contracts under \$5,000. It is felt that requirement of a Performance and Pay-



(Dept. of Public Improvements)

2-

"ment Bond on smaller jobs unnecessarily increases the job costs and causes additional considerable paper handling in connection with such projects. In addition, it is believed that many small contractors are discouraged in bidding small jobs because of such a bond requirement. Accordingly, it is recommended by this Department that the minimum amount on which a bond is required be increased to the sum of \$2,000, instead of the present \$1,500, and that the same bond forms drafted by the State Law Department in compliance with Chapter 10 of the Laws of 1959 be used on these contracts of \$2,000 or more."

EASTERN SHORE STATE HOSPITAL:

1- The Board approved request of the Department of Mental Hygiene, dated August 11, 1959, for permission to charge-off the following accounts receivable due Eastern Shore State Hospital:

#6260 - Maude Ethel Powers	\$331.00
#6354 - Stanford Hastings	712.59
#3899 - Raymond White	187.50.

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Eastern Shore State Hospital, with payment to be made from the funds indicated:

General Construction Loan of 1958-Item 29 --

James A. Slacum, Inc., for Change Order #1 to contract for Water Main Relocation, approved Sept. 15, 1958. Fee-Whitman, Requardt & Associates. (item 24)

\$1,086.00.

GENERAL EMERGENCY FUND:

Upon the recommendation of the Department of Budget and Procurement, the Board approved the following allotments from the General Emergency Fund:

State Bank Commissioner - \$10,726, necessary to cover salaries and expenses for 2 Senior Bank Examiners needed in administration of a new law, Chapter 597 of the Public General Laws of Maryland, 1959, entitled "Maryland Currency Exchange Law".

Department of Correction - tentative allotment of \$150,000, to supplement Special Fund receipts in support of the department's four work camps. The Board stated that the department is to submit at the end of each month to the Department of Budget and Procurement, for the Board's consideration, a statement showing any deficiency in Special Funds available for the camps' support which will have to be made up from other fund sources.

Executive Department - \$15,000, to purchase furniture for the executive offices and the Board of Public Works meeting room in the Baltimore State Office Building.

State Department of Assessments and Taxation - \$5,400, to provide for the services of a corporate law student and a Senior Clerk-Typist for the balance of the fiscal year, necessitated by the increase in the filing of charters.

Maryland Tax Court - \$17,823, to establish the Tax Court in accordance with House Bill No. 619 (Section 227, Chapter 757 of the Acts of 1959).

Public Service Commission - \$3,400.00, to furnish the commission's hearing room in the Baltimore State Office Building.

Superintendent of Public Buildings & Grounds - \$2,850, to cover the cost of installing an automatic sprinkler in the dome of the State House, at Annapolis.

Frostburg State Teachers College - \$3,500, to construct an outside metal fire escape as an emergency exist from the third floor area of the old Auditorium Building No. 3.

Frostburg State Teachers College - \$7,868.50, to purchase furniture to accommodate 104 additional students in the present dormitories, as found to be necessary later in the year.

Water Pollution Control Commission - \$667, to cover the costs of moving the office and laboratory from Baltimore to the Annapolis State Office Building.

INSURANCE: See next page of these Minutes.

LEASES:

Upon the recommendation of the Department of Budget and Procurement, the Board approved execution of the following leases for the agencies concerned:

(cont.)

## (Leases)

Comptroller of the Treasury - renewal lease with Dunleer Company, Lessor, for office space on second floor of Dunkirk Building, Dundalk, Maryland, at an annual rental of \$1,920.00.

Department of Forests and Parks - new agreement covering concession rights at Deep Creek State Park, Garrett County, with Helmuth Heise, Lessee, for the 1959 season, at an annual rental of \$50.00 plus 10% of net profit in excess of \$500.00 for the calendar year 1959.

Department of Maryland State Police - new lease with the Potomac Edison Company, as Lessor, covering unimproved mountain land near the top of Fairview Mountain, Washington County, for radio communication purposes, effective for a term of five years from July 1, 1959, at an annual rental of \$1.00.

Workmen's Compensation Commission - notice of termination of lease as of expiration date - October 31, 1959, covering space in the Equitable Building, Baltimore, with the Equitable Building Corporation, as Lessor. This Commission will move to its new quarters at 108 E. Lexington Street, Baltimore, Maryland.

State Roads Commission - new lease with Elmer L. Cooper, Lessee, covering land on Westerly Side of Maryland Route 136, in the Town of Whiteford, Maryland, effective for the calendar year 1959, at an annual rental of \$48.00.

State Roads Commission - the following leases negotiated by the Commission, all effective for a term of one month from the dates shown and then to continue on a monthly basis:

<u>Lessee</u>	<u>Location</u>	<u>Effective Date</u>	<u>Annual Rental</u>
Richard C. Buskey	422 Keans Terrace, Cumberland	6/1/59	\$ 720
419 Dunbar Drive, Cumberland	- Cameron, Frank B.	6/1/59	1,200
Frank D'Errico	Premises on Uhl Hgwy., Cumberland	7/1/59	1,020
C. B. Epps	215 Willowbrook Rd., Cumberland	7/1/59	540
Robt. G. Walters	Premises on Carrick Pl., LaVale	7/1/59	1,020
Wm. J. Brady	394 Crain Hgwy., Glen Burnie	7/1/59	960
John W. Burgoyne	4919 Shelbourne Rd., Baltimore	6/1/59	720
Ragan M. Doub	6634 Johnnycake Rd., Baltimore	6/1/59	900
Albert S. Mayfield	NE corner Bush & Gaylord, Sts., White Marsh	8/1/59	840
H. O. Firor Corp.	Premises at West Beach, Calvert Co.	6/1/59	780
H. O. Firor Corp.	Premises at West Beach, Calv. Co.	6/1/59	420
Nelson H. Boothe	Premises-Emmorton Rd., Edgewood	7/1/59	840
Assoc. Distributors, Inc.	500 Forest Glen Rd., Silver Spring	6/1/59	1,800
Robt. P. Linton	9918 Dilston Rd., Silver Spring	7/1/59	864
Francis R. Gillespie	5530 Selby Lane, SE, Washington, D.C.	6/1/59	1,080
Richard McKee	Premises on Whitfield St., Ardmore	7/1/59	480
James H. Rinehart	8705 Annapolis Rd., Lanham	6/1/59	1,200
Ralph B. Snow	6413 Coolidge St., Maryland Park	6/1/59	840
W. G. Coogan	Premises on Rt. 235, 4 miles South of Lexington Park	8/1/59	600
Herman W. Hewitt	Premises on Md. Rt. 249, 1 mile South on Valley Lee	7/1/59	600
Fred R. Tinsley	Premises on East side of Rt. 5, 3 miles South of Leonardtown	7/1/59	600
Mrs. Georgia Murray	Premises on North side of US Rt. 40, 1½ miles East of Hancock	6/1/59	1,920
Kenneth L. Myers	Premises on West side of Williamsport- Downsville Rd., about 1/4 mile South of Williamsport.	6/1/59	420
Harris W. Davis	Premises 1/4 mile South of Willards	7/1/59	300 .

INSURANCE:

After due consideration, the Board adopted the following policy with reference to the loss of personal property of State employees from fire, lightning, etc.:--

"The State Blanket Fire and Extended Coverage Policy permits the State to claim for and reimburse employees for the loss of their personal property up to \$500.00. The purpose of this provision is to permit reimbursement for losses, under unusual and extenuating circumstances, of personal property of members of faculties, staffs, and employees, if such personal properties are on the premises owned by or in the care, custody or control of the State of Maryland. For instance, the policy generally will protect a University or College professor, who, because of his position, finds it necessary to have per-

(cont.)

(Insurance)

"sonally owned technical equipment or books in his office or laboratory, or an employee

who, after coming to work, finds it necessary, because of his position, to change from street clothes to work clothes of some kind, or an employee who, as part of his craft, normally provides and uses his own tools, in case of loss by fire or other covered perils of such technical equipment, books, street, clothes, or tools, etc.

"It is in the above sense that this Board authorizes the settlement of claims for the loss of personal property under this provision of the State Blanket Fire and Extended Coverage Policy.

"In all other cases, insurance on an employee's personal property, whether he lives at a State institution or in his own home, is the responsibility of that individual. It, of course, would not be fair to provide insurance coverage under the State Fire Insurance Blanket Policy for State employees living on State property and not provide any coverage for employees living in their own homes or on rented property.

"In addition, the inclusion of all such property would add a potential fire loss only limited by the number of State employees. The State would have no inventory or any method of controlling or even of knowing what property it was covering, or to what extent this would add to the values insured by the State of Maryland.

"It is, therefore, necessary for any State employee desiring to protect his personal property against possible loss by fire, lightning, or other causes to carry his own specific insurance coverage on such personal property.

"With reference to patients of the various hospitals and institutions, the personal property of these individuals is not covered in any manner by the State Policy, and any protection that these people desire would have to be secured through their own specific personal insurance.

"ALL members of faculties, staffs, and employees - as well as patients -- should be advised of their responsibility for coverage of their own personal property in order to avoid any misunderstanding in the case of loss."

The Secretary was instructed to see that all agencies of the State were notified of the policy as above adopted by the Board.

#### MARYLAND CHILDREN'S CENTER:

1- The Board approved construction item 1 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Maryland Children's Center:

General Construction Loan of 1958 - Item 66	List 1	\$268.00 .
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2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Maryland Children's Center, with payment to be made from the funds indicated:

General Construction Loan of 1956-Item 68 --

Harry D. Williar, Jr., Consulting Engineer, for service in connection with computation of credit to be received by the State in connection with the grading, etc. for Site Work in the extension of Westland Boulevard. (item 21-B)	\$450.00 .
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#### MARYLAND HOUSE OF CORRECTION:

1- The Secretary brought to the attention of the Board a letter, dated August 7, 1959, received from the Department of Correction requesting permission to cancel or revert the following items for the Maryland House of Correction:

Item 97-General Construction Loan of 1957 (Staff Housing)	\$235,296.12
Item 98-General Construction Loan of 1957 (Staff Housing Utility)	30,000.00.

The Board approved the cancellation of these projects.

2- The Board confirmed the approval previously given by the individual members to the Department of Correction's request of July 14, 1959, for permission to transfer \$8,000.00 to Account No. 763, Department of Correction-Public Works Operations Fund from the Account No. 756, Maryland House of Correction-Public Works Operations Fund, in order to provide funds for the salary of the Director of Correctional Camps.

(cont.)

(Md. House of Correction)

3- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for the Maryland House of Correction, with payment to be made from the funds indicated:

General Construction Loan of 1953-Item 114 --

Arthur P. Shamer, for Replacement of Sanitary Facilities in  
C, D, G, and Hospital Wings. No fee. (item 45)

\$20,936.00

General Construction Loan of 1957-Item 99 --

Alpha Construction Corp., for Change Order #9 to contract for  
Construction of Staff Dormitory approved March 10, 1958.  
No fee. Credit. (item 27)

250.00 +.

#### MARYLAND PENITENTIARY:

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for the Maryland Penitentiary, with payment to be made from the funds indicated:

Maryland Penitentiary-State Use Funds #770 --

Plibrico Sales & Service Division, for new Incinerator. (29-B)

\$6,168.00

General Construction Loan of 1958-Item 80 --

Raymond Concrete Pile Co., for test borings at site of proposed  
dam for Poplar Hill Correctional Camp, Quantico. (29-A)

168.00

Middletown Well Drilling Co., for Change Order #1 to contract  
for Well at Poplar Hill Camp approved March 9, 1959. No fee.  
Credit. (29-C)

263.84 +.

#### MARYLAND SCHOOL FOR THE DEAF:

1- The Board approved construction item 21 of the agenda of the Department of Budget and Procurement, recommending award of contract to Heidelberg Eastern, Inc., for a printing press for the Maryland School for the Deaf at a cost of \$8,787.40. Payment is to be made from the General Construction Loan of 1959-Item 98.

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract by Maryland School for the Deaf, with payment to be as indicated:

General Construction Loan of 1959-Item 97 --

Raymond Concrete Pile Co., for test borings at site of proposed  
Primary School. (item 17)

\$1,071.29 .

#### MARYLAND STATE REFORMATORY FOR MALES:

1- The Secretary brought to the attention of the Board a letter, dated August 7, 1959, received from the Department of Correction requesting permission to cancel or revert the following items for the Maryland State Reformatory for Males:

Item 105-General Construction Loan of 1957 (Preparole Camp)

\$120,000.00

Item 85-General Construction Loan of 1958 (Equipment Pre-parole)  
Camp

6,500.00.

The Board approved the cancellation of these projects.

2- The Secretary advised the Board of receipt of information of windstorm damage at the Maryland State Reformatory for Males to two concrete stave silos, the dates of such damage being unknown:

Silo #1 - Plat 135

\$200.00

Silo #2 - Plat 136

75.00.

The Board ordered this report filed.

3- The Board approved Construction Item 12 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Maryland State Reformatory for Males:

General Construction Loan of 1955-Item 109

List 2

\$ 192.46.

4- Upon the recommendation of the Department of Public Improvements, the Board approved payment of the following invoice from the funds indicated by Maryland State Reformatory for Males:

General Construction Loan of 1955-Item 109

Prison Labor during June, 1959. (agenda item 30)

\$ 46.50 .

MARYLAND TAX COURT:

The Secretary brought to the attention of the Board a letter, dated August 5, 1959, received from the Maryland Tax Court requesting approval of the appointment of Mr. Edwin W. Lowe, as Clerk to that body, as of August 5, 1959, at a salary of \$7,500.00.

The Board approved this request.

MARYLAND TRAINING SCHOOL FOR BOYS:

The Board approved Construction Item 17 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Maryland Training School for Boys:

General Construction Loan of 1956-Item 82	List 35	\$ 48.48
	List 36	47.00
General Construction Loan of 1957-Item 88	List 26	466.08
	List 27	726.38
	List 28	56.79 .

MARYLAND TUBERCULOSIS HOSPITALS:

1- Henryton State Hospital -

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Henryton State Hospital, with payment to be made as indicated:

General Construction Loan of 1949-Item 37 --		
David W. Pohmer, for platting topography and property boundaries along the proposed new entrance road. (item 19)		\$235.70 .

2- Mt. Wilson State Hospital -

The Secretary advised the Board of receipt of information of loss by lightning at Mount Wilson State Hospital to Building #17, on July 19, 1959.

MAXIMUM SECURITY HOSPITAL:

The Board approved Construction Items 19 and 20 of the agenda of the Department of Budget and Procurement recommending award of the following contracts for the Maximum Security Hospital, with payment to be made from the funds indicated:

General Construction Loan of 1958-Item 20 --		
Maryland Penitentiary-State Use Industries, for furniture.		\$8,141.50
Maryland Penitentiary-State Use Industries, for furniture.		12,770.85 .

MILITARY DEPARTMENT:

1- The Secretary brought to the attention of the Board a letter, dated August 4, 1959, received from the Military Department requesting that the \$10,000.00 authorized on May 28, 1957 for per diem labor at Havre de Grace, from the General Construction Loan of 1957-Item 8, be reallocated for use by the Military Department for per diem labor on contractual work at the armories in the metropolitan Baltimore area.

The Board approved this request.

2- The Board approved Construction Item 5 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the Military Department:

General Construction Loan of 1956-Item 13	List 56	\$1,110.48 .
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3- The Board approved Item 31-A of the agenda of the Department of Public Improvements relating to the Military Department, as follows:

"At the request of the Military Department it is desired that the following transfers of funds within the Armory Loan of 1948 be made:

- From obligated balance for blueprints \$57.39 to traveling expenses, construction men.
- From unobligated balance \$2.66 to traveling expenses, construction men.
- From obligated balance Item #2, \$11.70 to blueprints in Item #1. "

4- The Board approved Items 31-E, 31-F, and 31-G of the agenda of the Department of Public Improvements relating to the Military Department, as follows:

Item 31-E - "In accordance with authorization granted by the Board of Public Works at its meeting on March 9, 1959, the Military Department has made the following expendi-

(cont.)

(Military Dept.)

4-

"tures from Board of Public Works-Fire Losses State Property-Item 1, for repairs of damages caused by the fire at the Fifth Regiment Armory.

<u>List No.</u>	<u>Date</u>	<u>Name</u>	<u>Date of Invoice</u>	<u>Amount</u>
26	7/1/59	Craftsmen Steel Fab. Inc., burning	6/19/59	\$ 6.00
26	7/1/59	Willard Construction Co., hauling	6/22/59	64.00
26	7/1/59	Willard Construction Co., repairs	6/27/59	754.00
27	7/2/59	Superior Painting Co., painting	6/24/59	768.00
29	7/14/59	The Fireline Corp., for cleaning, etc.	7/13/59	15.00
29	7/14/59	Gateway Engineering Co. of Md., parts	7/13/59	22.07."

Item 31-F - "In accordance with authorization granted by the Board of Public Works (see page 199 of the Minutes of August 19, 1957,) giving authority to the Military Department to proceed with minor jobs on a purchase and hire or per diem basis rather than to proceed through the normal channel, the following work has been completed and approval is requested for payment of invoices as follows:

Willard Construction Co. in the amount of \$2,064.00 for miscellaneous repairs at Greenbelt Armory, with funds available in 1959 Budget 07.03.00.03-08.

Willard Construction Co. in the amount of \$2,248.00 for miscellaneous repairs at Laurel Armory, with funds available in 1959 Budget 07.03.00.03-08.

Kesting Contracting Co. in the amount of \$864.00 for rental of equipment for excavating and backfill at Greenbelt Armory, with funds available in 1959 Budget 07.03.00.03-08. "

Item 31-G - "In accordance with authorization granted by the Board of Public Works (see pages 190 and 191 of the Minutes of August 9, 1954 giving authority to the Military Department to award contract in amounts less than \$1,000.00 without the necessity of preparing plans and specifications for formal bidding) the Military Department has awarded contracts to:

Windsor Electric Co. in the amount of \$267.50 for electric work at Glen Burnie Armory, with funds available in 1959 Budget 07.03.00.03-08. No fee is applicable.

Lawrence Fallon Co. in the amount of \$175.00 for repainting of unit designation sign at Fifth Regiment Armory, with funds available in 1960 Budget 07.03.00.03-08. No fee is applicable.

Carl Gonnson & Son, Inc. in the amount of \$977.50 for the removal and reinstallation of gasoline storage tank on the site of Dundalk-Essex Armory, with funds available in Item 11-General Construction Loan of 1956 (Construction of Armory in Dundalk-Essex Area). No fee is applicable.

Burnbrae, Inc. in the amount of \$300.00 for drilling and blasting rock at the Northwest Baltimore Armory site, with funds available in Item 10-General Construction Loan of 1955. No fee is applicable.

Hammond Bros., Inc. in the amount of \$587.00 for vinyl asbestos floor tile in areas of Glen Burnie Armory, with funds available in 1959 Budget 07.03.00.03-08. No fee is applicable. "

5- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the Military Department, payable from the funds indicated:

General Construction Loan of 1955-Item 10 --

Morrow Bros., Inc., for Change Order #5 to contract for Construction of Northwest Baltimore Armory approved Jan. 12, 1959. Fee-F. Edward Tormey, Jr. Credit. (31-C) \$862.59 +

General Construction Loan of 1956-Item 13 --

Allocation for gasoline by employees of the construction section of the department. (31-B) 1,000.00

Charles E. Brohawn & Bros., Inc., for paving in connection with Construction of Paint and Oil Storage Building at the Salisbury Armory. No fee. (31-D) 3,825.00 .

1PbFB

THE MINERS HOSPITAL:

The Secretary brought to the attention of the Board of Public Works at today's meeting a letter, dated August 11, 1959, received from the Miners Hospital relative to the accounting methods being used at this hospital and requesting that the institution be furnished with modern accounting machines.

After due consideration, the Board approved the purchasing of an accounting machine from the operating funds of the hospital, providing that a proper accounting system and qualified personnel are approved by the State Auditor, the Department of Budget and Procurement, and the General Department of the State Comptroller's Office.

MISCELLANEOUS:

1- Mr. Backhaus brought to the attention of the Board the matter of locating the bell and nameplate of the U.S.S. Maryland on the State House grounds, and in his letter of August 12, 1959, recommended the putting of this monument on the lower plateau to the right of the southeast portico entrance to the State House.

After due consideration, the Board approved the recommendation of Mr. Backhaus and authorized the employment of Mr. Henry Powell Hopkins to design the monument at a fee of 10% of the monument cost including stallation, however in no event shall the fee exceed \$500.00.

- 2- See: Superintendent of Public Building & Grounds of these Minutes relative to the opening of Calvert Street, Annapolis, through the State Parking Lot.
- 3- See: State Office Buildings, of these Minutes, relating to request of Federated Garden Clubs of Maryland for planting in front of the new Annapolis State Office Building.

MONTEBELLO STATE HOSPITAL:

1- The Board approved Construction Item 4 of the agenda of the Department of Budget and Procurement covering the following expenditures by Montebello State Hospital:

General Construction Loan of 1956-Item 52-A	List 93	\$ 326.51
	List 94	304.28 .

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract by Montebello State Hospital with payment to be made from the funds indicated:

General Construction Loan of 1952-Item 22 --		
William T. King, for Change Order #1 to contract for planting approved Feb. 16, 1959. No fee. Credit. (20-A)		\$517.40 +
H. S. T. White, Inc., for Change Order #6 to contract for work in connection with the relocated morgue. No fee. Original contract approved Aug. 18, 1958. (20-B)		89.00.

MONTROSE SCHOOL FOR GIRLS:

1- The Board approved Construction Item 6 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Montrose School for Girls:

General Construction Loan of 1958-Item 58	List 2	\$1,966.57 .
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2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Montrose School for Girls, with payment to be made from the funds indicated:

Budget Program 11.01.05.04-08 --		
Blair Brothers, for painting of Field Building (Old Portion). No fee. (item 2)		\$6,229.00 .

MORGAN STATE COLLEGE:

1- The Board approved Construction Items 7 and 22 of the agenda of the Department of Budget and Procurement, covering the following expenditures and contract awards by Morgan State College:

General Construction Loan of 1958-Item 93	List 1	\$187.50
Item 94	List 1	928.17
General Construction Loan of 1958-Item 93 --		
Standard Store Equipment Co., for furnishings for Auditorium, Music-Arts Building.		21,585.00 .
		(cont.)

(Morgan State College)

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Morgan State College, with payment to be made from the funds indicated:

General Construction Loan of 1957-Item 113 --

Piracci Construction Co., Inc., for construction of Auditorium,

Music-Arts Building (app. Sept. 15, 1958) Change Order #3.

Fee-Gaudreau and Gaudreau. (14-A)

\$3,251.89

General Construction Loan of 1959-Item 101 --

Benjamin E. Beavin Co., for preliminary surveying and topographic

mapping in connection with Campus Site Development. (14-B)

692.50 .

#### PATUXENT INSTITUTION:

1- The Board considered the request of the Director of the Department of Budget and Procurement and the recommendation of the sub-committee to review salaries for Patuxent Institution, that salary adjustments for the following classifications be considered emergencies:

Associate Director, Treatment  
Chief, Diagnostic Clinic

Director of Medical Research  
Chief Psychologist.

The Board ruled that emergencies do exist in these classifications and recommended that Salary Scale No. 36 - \$12,920 to \$15,505 be adopted for the first three positions listed above and that Salary Scale No. 25 - \$8,180 to \$9,815 be adopted for the position of Chief Psychologist, and that all of these positions must be on a full-time basis.

2- The Board approved Construction Item 8 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Patuxent Institution:

General Construction Loan of 1953-Item 105

List 45

\$ 184.17 .

3- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by Patuxent Institution, with payment to be made from the funds set forth:

Budget Program 12.01.02.04-08 -- 1959 --

Southern Electric Co., for security lighting. (28-B)

\$9,994.00

Budget Program 12.01.02.04-08 -- 1960 --

Seaboard Painting Contractors, Inc., for painting of steel  
water tank. (28-A)

485.00 .

#### ROSEWOOD STATE TRAINING SCHOOL:

1- The Board approved request of the Department of Mental Hygiene, dated August 11, 1959, for permission to charge-off the following accounts receivable due Rosewood State Training School:

#5868 - Charlotte M. Daniels

\$846.80 .

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by Rosewood State Training School, with payment to be made from the funds set forth:

1959 Budget Program 10.03.05.03-08 --

Pimlico Roofing Co., for repairs to gutters and downspouts  
on 11 buildings. (item 5)

\$6,825.00

Penniman & Browne, Inc., for inspection services for water  
tank. (22-B)

325.00

J. Norman Otto Co., Inc., for work in kitchens of Rehabilitation  
Cottages A and B. (22-C)

532.60

National Welding Co., Inc., for work on Edgemore Boiler #2. (22-D)

775.00

General Construction Loan of 1952-Item 5 --

The Annel Corporation for construction of Farm Pond. (22-E)

1,975.00

General Construction Loan of 1955-Item 65 --

Diale Engineering Co., Inc., for Change Order #7 to contract for  
Renovation of King, Holland and Hill Cottages, approved June 19,  
1957. No fee. (22-A)

70.20 .



ST. MARY'S STATE HOUSE REPLICA:

The Secretary brought to the attention of the Board a letter, dated July 23, 1959, received from Dr. Carl N. Everstine, Secretary for The Legislative Council advising that the Legislative Council had requested that the Board provide a supplementary appropriation for the care and custody of the old State House at St. Mary's City, in an amount not greater than \$1,000.00 annually.

At today's meeting, the Board was advised that this matter has been looked into by the Building Engineer for the Department of Budget and Procurement, and the Board, therefore authorized the Department of Budget and Procurement to proceed with such repairs as may be necessary, provided the cost does not exceed \$1,000.00.

SPRINGFIELD STATE HOSPITAL:

The Board approved request of the Department of Mental Hygiene, dated August 11, 1959, for permission to charge-off the following accounts receivable due Springfield State Hospital:

#31393 - Charles J. Jeffers	\$ 11.60
#30728 - Gertrude E. Forney	155.75 .

STATE AUDITOR:

The Secretary brought to the attention of the Board a letter, dated August 7, 1959, received from the State Auditor, requesting the approval of the Board for a classification of Chief Supervisor, State Auditor, on an emergency basis, with a Salary Scale of 33 (\$11,540-\$13,850).

The Board approved this request and authorized the Standard Salary Board to determine a salary scale for this new position.

STATE DEPARTMENT OF EDUCATION:

1- The Board was unable to approve the request of the State Department of Education, dated July 23, 1959, submitted by the Secretary, for allocation of space in the new Annapolis State Office Building for the Division of Vocational Rehabilitation of that department, due to the lack of space in that building.

2- Bowie State Teachers College -

a. The Board approved Construction Item 13 of the agenda of the Department of Budget and Procurement, covering the expenditure of the following funds by Bowie State Teachers College:

General Construction Loan of 1953-Item 140	List 1	\$582.00 .
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b. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Bowie State Teachers College with payment to be made from the funds indicated:

Budget Program 13.04.04.04-08 --		
Blair Brothers, for work at Tubman Hall Dormitory. (11-A)		\$2,094.00
General Construction Loan of 1958-Item 99 --		
Dale E. Lloyd, for preparation of master plan for development of campus, as authorized Feb. 16, 1959. (11-B)		1,000.00 .

3- Coppin State Teachers College -

Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Coppin State Teachers College, with payment to be made from the funds indicated:

1959 Budget 13.04.18.03-10 --		
Academy Plumbing & Heating Co., for replacement of steam boiler for dishwasher and tilt kettle in kitchen. (item 12)		\$670.00.

4- Frostburg State Teachers College -

a. The Board approved payment of \$405.50 to Simon F. Reilly from the General Construction Loan of 1958-Item 103, for legal services in connection with the acquisition of 103 Park Avenue, Frostburg, Maryland, owned by Nellie Togan, the purchase of which property was previously authorized on March 9, 1959.

b. The Board approved Construction Item 14 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Frostburg State Teachers College:

General Construction Loan of 1958-Item 103	List 4	\$222.50
	List 3	56.84
	List 5	27.50 .

(cont.)

(St. Dept. of Education)  
4-Frostburg

c. The Board approved Item 42 of the agenda of the Department of Public Improvements relating to Frostburg State Teachers College, as follows:

"Reference is made to Item 58 of this Department's agenda of July 14, 1958 whereby authorization was granted for award of contract to George Construction Company for Construction of the Laboratory School. Part of the funds indicated for use in this award were as follows:

\$5,000 - Item 124-General Construction Loan of 1957  
(Site Improvements, including Roads and Walks)  
10,000 - Item 104-General Construction Loan of 1958  
(Equipment for New Laboratory School).

"Use of the funds as indicated was justifiable due to items of work included in the contract; however the General Assembly at its recent session included as Item 115 of the General Construction Loan of 1959 a 'Supplementary Appropriation for Construction of Laboratory School. . .'. It is therefore requested that the allocation of funds as indicated above be cancelled, and that in lieu thereof there be substituted \$15,000 from Item 115 of the General Construction Loan of 1959."

d. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Frostburg State Teachers College with payment to be made from the funds indicated:

George A. Eisentrout, for recircuiting exit lights in New Men's Dormitory and New Women's Dormitory. (15-A)	\$ 80.00
\$40.00 Item 130-General Construction Loan of 1955	
40.00 Item 131-General Construction Loan of 1955.	

General Construction Loan of 1957 -	
Item 124 - O. R. Sensabaugh, for Entrance Road and Parking Area. Fee as indicated below. (item 44)	27,599.50
Item 125 - Knecht & Maxwell, for fee on the above contract for Entrance Road & Parking Area. (44)	- - -

General Construction Loan of 1959-Item 113 --	
The John I. Vandegrift Co., for construction of new Dining Hall. Fee-Walton and Madden. (15-B)	487,384.00
Maxwell J. Stangle, Field Engineer I, for salary from Aug. 5th 1959 through Aug. 2, 1960. (Authorized 8-18-58) (36)	6,000.02
Social Security for remainder of calendar year 1959 (36)	27.68
Social Security on Mr. Stangle for calendar year 1960 (36)	92.31 .

#### 5- Salisbury State Teachers College -

a. The Board approved Construction Item 15 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Salisbury State Teachers College:

General Construction Loan of 1957-Item 130	List 1	\$2,670.29
	List 2	817.32
	List 3	264.60
	List 4	654.90 .

b. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Salisbury State Teachers College, payable from the funds indicated:

General Construction Loan of 1959-Item 118 --	
Raymond Concrete Pile Co., for test borings at site of proposed Gymnasium. (13-A)	\$359.75

General Construction Loan of 1957-Item 130 --	
Carl J. Williams & Sons, for Alterations to the Old Library Building. No fee. (13-B)	3,665.00 .

#### 6- Towson State Teachers College -

a. The Board approved Construction Item 16 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Towson State Teachers College:

General Construction Loan of 1954-Item 111	List 7	\$430.00
	List 8	186.00
General Construction Loan of 1957-Item 137	List 9	462.72 .

(cont.)

(St. Dept. of Education)  
6-Towson.

b. The Board approved Item 7 of the agenda of the Department of Public Improvements relating to Towson State Teachers College, as follows:

"Reference is made to Item 56 of this Department's Agenda of July 13, 1959, which item was approved by the Board of Public Works on that date, and pertained to change of boiler equipment from coal-fired to oil-fired.

"Reference is also made to Item 13-P of the Agenda of July 13, 1959, which item was submitted by Mr. O'Donnell, immediate past Director of Public Improvements, informally by letter prior to formal approval on July 13, 1959. It is respectfully requested that the approval of assignment of Whitman, Requardt & Associates, Engineers, be revoked relative to Item 125-General Construction Loan of 1959 (Replacement of Existing Boilers (2) and other Improvements to Power Plant). No commitment has been made to the firm of Whitman, Requardt & Associates, Engineers; and since that firm was also commissioned to perform Item 53-General Construction Loan of 1959 (Expansion of Water Filtration Plant, Springfield State Hospital), it is requested that approval be given to the assignment of Green Associates, Inc., Engineers to Item 125-General Construction Loan of 1959 (Replacement of Existing Boilers (2) and Other Improvements to Power Plant, Towson State Teachers College). The work shall be in accord with the approval given to Item 56 of this Department's Agenda of July 13, 1959. "

c. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for Towson State Teachers College, with payment to be made from the funds indicated:

Budget Program 13.04.07.04-08 (1960)		
Pratt Improvement Co., for roof, wall and ceiling repairs at President's Cottage. (16-A)		\$990.00
National Engineering Co., for work in No. 1 Boiler. (16-B)		285.00
General Construction Loan of 1956-Item 141 --		
Dollenberg Brothers, for boundary survey of entire campus, as well as complete topographic survey. (item 40)		4,000.00 max.

STATE DEPARTMENT OF HEALTH:

The Secretary brought to the attention of the Board a file in connection with request of the State Department of Health, originating with the January 12, 1959, meeting of the Board, for a reclassification of the position of Public Relations Director to that of Chief, Public Health Education and Information Services, in that department, as an emergency. In this file was a letter from the Commissioner of Personnel advising of the establishment of the class of Chief, Public Health Education and recommending that the Board authorize the Standard Salary Board to set the salary scale for this new classification as an emergency does exist.

The Board approved this request.

STATE DEPARTMENT OF PUBLIC WELFARE:

1- The Board approved request, dated July 28, 1959, for permission to obligate the Public Assistance Contingent Fund in an amount not to exceed \$21,916.00 for operations for the month of September by the State Department of Public Welfare.

The Board also approved the obligating of \$62,759.00 in matching Federal funds in excess of the pro-rata share of appropriation of Federal funds for September, it being understood that these Federal funds represent unappropriated Federal funds to be taken up by budget amendment at a later date.

2- The Board approved construction item 11 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the State Department of Public Welfare:

General Construction Loan of 1956-Item 90	List 37	\$ 73.00
	List 38	1,050.00 .

3- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the State Department of Public Welfare, with payment to be made from the funds indicated:

Liller Bros., for road and walk construction for the Boys' Forestry Camps at Lonaconing and New Germany. (21-A)		\$4,976.00
Lonaconing - 1959 Budget 11.01.07.01-14 --		\$2,655.00
New Germany -1959 Budget 11.01.08.01-14 --		2,321.00.

(cont.)

(St. Dept. of Public Welfare)

3-

General Construction Loan of 1959 -

Item 63 - Van Reuth and Weidner, Inc., Civil Engineers and Surveyors, for work in vicinity of Chapel at Montrose School for Girls, in connection with relocation of Barrett School for Girls. (item 33)	\$2,525.00
Goss Contracting Co., for construction of Residence at New Germany Boys' Camp. (items 1 & 34)	7,480.00 .

#### STATE EMPLOYEES:

1- See these minutes for action relative to the following agencies:

Patuxent Institution	State Library
State Auditor	State Planning Department
State Department of Health	State Roads Commission
State Examining Boards	Workmen's Compensation Commission.

2- The Board approved extensions of sick leave in the following cases:

Comptroller of the Treasury - Harrison M. Hanson, Auditor I, Income Tax Division, for three months from August 20, 1959.

Department of Employment Security - Victor M. Griffith, Supervisor I, for three months from July 27, 1959. If this employee is still unable to return to duty, it is suggested that his case be reconsidered to determine the granting of additional leave with pay.

Maryland House of Correction - Charles S. Corbin, Classification Officer, for a period of August 4, 1959, until the retirement of this employee, on September 1st, 1959.

#### STATE EXAMINING BOARDS:

The Secretary brought to the attention of the Board a request from Mr. Walter S. Ringler, Secretary of the Maryland State Board of Motion Picture Censors, dated July 21, 1959, for permission to be reimbursed for travel and other expenses for the period from June 4, 1952, through June 25, 1958.

The Board requested the Secretary to refer this request to the State Law Department for information as to whether or not such a reimbursement is proper under the law.

#### STATE LIBRARY:

The Secretary brought to the attention of the Board a file of correspondence, beginning in April of 1959, in connection with the request that the position of Director of the State Library be considered an emergency for a salary adjustment. In this file was a letter from the Commissioner of Personnel stating that it is difficult to determine if an emergency does exist.

After due consideration, the Board felt there was no justification for approval of the request. It recommended that the Director of the State Library take his request to the Standard Salary Board in the routine manner so that, if an adjustment is granted, it may be included in the 1961 Budget.

#### STATE OFFICE BUILDINGS:

1- The Secretary brought to the attention of the Board a letter dated July 15, 1959, received from Mr. Albert P. Backhaus, Director of the Department of Public Improvements, relative to the request of the Federated Garden Clubs of Maryland (submitted to the Board at its meeting of June 9, 1959) that consideration be given to the planting of the triangle area directly in front of the Annapolis State Office Building. Mr. Backhaus stated that the matter had been studied and coordinated with the State Roads Commission, and a plan worked out for the landscaping of the triangle and the adjoining street borders, with an estimated cost of:-

State property (triangle only)	\$2,290.00
Adjoining Streets (City of Annapolis property)	2,170.00
Total	\$4,460.00.

The Board recommended that Mr. Backhaus contact the Federated Garden Clubs of Maryland, the Landscape Supervisor of the State Roads Commission, and other persons necessary to carry out this plan for the planting of the areas, as well as the means for financing the cost of the planting operation.

(cont.)

(State Office Bldgs.)

2- Annapolis & Baltimore --

a. The Board approved Item 47-A of the agenda of the Department of Public Improvements, relating to the new State Office Buildings in Annapolis and Baltimore, as follows:

"Reference is made to Item 52 of this department's Agenda for the meeting of July 13, 1959 whereby approval was requested for allocation of \$40,000 from the Board of Public Works Emergency Fund for work on the Baltimore and Annapolis State Office Buildings. The Board requested that the details of the request be worked out between the Director of the Department of Public Improvements and the Director of the Department of Budget and Procurement. The various individual items comprising the total have been discussed in detail, and the request now has the approval of the Director of the Department of Budget and Procurement. Formal approval is therefore requested for the allocation of these funds to the Board of Public Works budget 06.03.00.19-08."

b. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for the Annapolis State Office Building, with payment to be made as indicated:

Budget Program 06.03.00.19-08 --

Emjay Engineering and Construction Co., for Installation of Humidity Control System in the Land Records Office... Fee is applicable to Egli & Gompf, Inc. (items 43 & 47-B)	\$3,471.00
Mandris and Sippel, architects, for plans and specifications for new quarters of the Central Payroll Bureau in the Annapolis State Office Building, 4th floor (approved 7-13-59), under a type "B" basis contract. (item 49)	- - - .

c. Mr. Rennie advised the Board that the question of the use of the cafeteria in the Baltimore State Office Building for dinner meetings of non-State organizations had been submitted to his office, and requested the Board to determine a policy to cover this matter.

The Board felt it was not able to approve such useage of the cafeteria and therefore declined to approve requests made for the use of this room by non-State organizations.

d. The Board approved construction item 10 of the agenda of the Department of Budget and Procurement, covering the following expenditures for the Baltimore State Office Building:

General Construction Loan of 1952-Item 1	List 126	\$4,500.00 .
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e. Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract in connection with the Baltimore State Office Building, with payment to be made as indicated:

General Construction Loan of 1952-Item 1 --

Mayor and City Council of Baltimore, for rearrangement of storm water facilities . (item 3)	\$9,419.04
Mayor and City Council of Baltimore, for rearrangement of the sanitary facilities in Preston St. (item 3)	1,210.73 .

f. The Board approved the following Item 41 of the agenda of the Department of Public Improvements, relative to the Baltimore State Office Buildings:

"Change Order No. 1 to the contract with Blake Construction Company, Inc., for construction of the State Office Buildings in Baltimore includes a Credit of \$50,000 for the operation of the Boiler Plant from the time of its completion by State personnel, rather than to have it operated until completion of the entire project by the contractor's personnel. The contractor claimed that this allowance was based on operation of the Boiler Plant by the State beginning September 1, 1958. The contractor requested a reduction in that Credit of \$10,000 on the claim that the State did not begin operation of Boiler Plant until December 1958. The position of the Department of Public Improvements was that regardless of when the Boiler Plant started in operation, the contractor was not required to operate the Plant with his personnel, and therefore the Credit should stand as originally proposed.

"During the time that the State Roads Building was occupied by the State, while construction still proceeded on the Main Office Building and the Employment Security Building, the contractor was reimbursing the Building Superintendent of the State Office Buildings-Baltimore at the rate of \$425.00 per month for electrical charges which were being billed to the State.

"At the time that the State Department of Health requested major revisions in their space in the Main Office Building, as covered in this Department's agenda for the meeting of the Board of Public Works of April 15, 1959, certain spaces were relinquished

(cont.)

(St. Office Bldgs.)

2-f

"by the Department of Health on the 11th floor. Inasmuch as there had been no suitable space provided for the Building Superintendent and his staff, it was determined that a portion of that space should be allocated for his use, and that an additional portion should be allocated for use as a Press Room.

"In settlement of the claim by Blake Construction Company, Inc., in connection with the Boiler Plant, it was agreed that the electrical charges for the months of February through June 4, 1959, totalling \$2,125.00 would be cancelled and would be borne by the Building Superintendent, State Office Buildings-Baltimore from his 1959 Budget, Account No. 06.17.00.01-08; in turn, the necessary partition work to provide for the working spaces for the Building Superintendent's staff on the 11th floor of the Main Building, together with the partition rearrangements required to provide a Press Room on the 11th floor would be paid from the General Construction Loan of 1952-Item 1 and would be covered in the normal manner by change orders to the contract. This has been accomplished, and this reporting is being made for the record and to clarify the transaction of the Building Superintendent, State Office Buildings-Baltimore. "

3- The Secretary brought to the attention of the Board letters received from Chief Judge Cornelius P. Mundy, dated July 28, 1959, and from Mr. Albert P. Backhaus, Director, Department of Public Improvements, dated August 11, 1959, in connection with the consideration being given by the Board to the possible location of the Maryland Tax Court at 108 E. Lexington Street, Baltimore. Judge Mundy indicated the willingness of the Court to move to this location, and set forth certain furniture and equipment needs which would be required if this is done. Mr. Backhaus recommended the location of the Court at 108 E. Lexington Street, and stated that the approximate cost for alterations would be in the neighborhood of \$12,000, exclusive of equipment and air conditioning, and that the cost of air conditioning would run to \$6,000-\$10,000, depending upon the method to be used.

After due consideration the Board authorized the location of the Maryland Tax Court in the building at 108 E. Lexington Street, Baltimore, on the seventh floor, and requested Mr. Backhaus to have his department work out the necessary details.

#### STATE PLANNING DEPARTMENT:

The Secretary brought to the attention of the Board a request, recommended by the Commissioner of Personnel, from the State Planning Department (formerly the Maryland State Planning Commission) for approval to the lowering of the requirements for the position of "Capital Improvements Administrator" in that department and a drop in the salary scale for this position.

The Board declared this classification to be an emergency and authorized the Standard Salary Board to adjust the compensation therefor to a lower salary scale.

#### STATE PROPERTY:

Upon the recommendation of the Department of Budget and Procurement, the Board approved disposal of the following property which is no longer required in connection with the conduct of the State's business.

State Bank Commissioner, office equipment	\$ 17.50
Barrett School for Girls, lawn mower	37.18
Boys' Village of Maryland, tractor	420.00
Comptroller of the Treasury, office equipment	895.00
Maryland House of Correction, farm equipment & junk	4,846.65
Eastern Shore State Hospital, livestock	74.79
Crownsville State Hospital, tractor	1,290.75
State Department of Education, office equipment	700.00
Department of Forests and Parks, motor vehicles	4,185.08
Department of Game and Inland Fish, motor vehicles	5,115.00
State Department of Health, junk	270.92
State Insurance Department, motor vehicle	400.00
State Law Department, photographic equipment	200.00
Department of Mental Hygiene, office equipment & motor vehicle	100.35
Mt. Wilson State Hospital, livestock	694.18
Maryland Port Authority, junk	310.00
Department of Parole and Probation, office equipment	250.00
Department of Public Improvements, office equipment	500.00
State Department of Public Welfare, junk	125.00
Maryland State Reformatory for Males, livestock & farm equipment	3,092.76
State Roads Commission, junk	684.90
Springfield State Hospital, livestock	424.83

(cont.)

(St. Property)

Spring Grove State Hospital, office equipment & scrap	\$503.35
Frostburg State Teachers Collegè, school equipment	35.00
Department of Tidewater Fisheries, motor vehicles	1,200.00
Maryland Training School for Boys, motor vehicle	201.01
Water Pollution Control Commission, junk	2.00

State Auditor - removal from inventory of 8 tables, transferred to Department of Budget and Procurement, and 1 typewriter desk, placed in storage.

Comptroller of the Treasury-Alcoholic Beverages Division - removal from inventory of one air conditioner, transferred to Superintendent of Public Buildings & Grounds.

Department of Correction - removal from inventory of several items of office equipment, transferred to Maryland Penitentiary.

State Department of Health - removal from inventory of books and periodicals either transferred to another agency, or disposed of as scrap.

Maryland State Board of Motion Picture Censors - removal from inventory and junk old broken equipment either replaced or beyond repair; and also several badges issued to various inspectors.

Commissioner of Personnel - removal from inventory and junk 1 metal sterilizer and 1 wooden table.

State Department of Public Welfare-Somerset County Welfare Board - removal from inventory and junk several items of equipment beyond repair.

Maryland Training School for Boys - removal from inventory 1 broken print press, which was traded for 1 Model 20, corner cutter and 1 printer's tweezer, with the Printers' Supply Company of Baltimore.

State Treasurer - removal from inventory 1 rug, transferred to another agency.

Water Pollution Control Commission - removal from inventory and junk 2 dictaphone machines.

STATE ROADS COMMISSION:

1- The Secretary brought to the attention of the Board a letter, dated August 3, 1959, received from Mr. John B. Funk, Chairman and Director of Highways, with further reference to the request of the State Roads Commission for adjustments in the salary scales for the classifications of "Special Assistant Attorney General" and "Special Attorney" for the State Roads Commission. At its meeting of July 13, 1959, the Board had recommended that the adjustments be handled in the usual manner and included in the next Budget for the Commission.

After full consideration of Mr. Funk's letter, which submitted extensive information as to the present situation in connection with these classifications, the Board approved the request that an emergency be declared for the salary scales involved and authorized the Standard Salary Board to take such action as might be found necessary. However, this approval was given with the specific understanding that the incumbents of these positions shall be full-time employees and that the department would furnish the Board of Public Works with a statement showing the case load on September 1, 1959, and on February 1st, 1960.

2- The Board also approved the requests of the State Roads Commission, dated August 10, 1959, and recommended by the State Commissioner of Personnel for the establishment of the following new classifications and the salary scales therefor to be set by the Standard Salary Board:

Landscape Technician	Utilities Engineer
Equipment Control Officer.	

3- The Secretary advised the Board of receipt of information of a fire at the Laurel Garage of the State Roads Commission, on July 2, 1959, with the damages not estimated.

4- The Secretary advised the Board of receipt of information of the settlements agreed upon in connection with the following losses of the State Roads Commission:

March 1959, at Sharpsburg Pike - Snow Fence.	\$ 46.40
May 9, 1959, at Elkton - under Bridge Street bridge.	603.20 .

(cont.)

## (ST. ROADS COMMISSION)

5- The Board approved report of the State Roads Commission, dated July 16, 1959, covering the compensation paid to employees of that agency during the quarter ended June 30, 1959, for work performed on legal holidays.

6- The Board confirmed the approval given by the individual members prior to today's meeting, to the State Roads Commission for the execution of the following Deeds:

Baltimore Gas & Electric Co., in connection with Items D-47 and D-50a, under Contract AW-627-5-015.

Baltimore & Ohio Railroad Co., in connection with Items B-87, B-89a, B-86, B-97, B084, and B-100, Contract AW-627-5-015.

John B. Parsons Home for the Aged, at Salisbury, Maryland, in connection with Item 33787, Contract Wi-292-2-120.

Paul E. Schmid and Maria, wife, for Item 18220, Contract P-391-1-515.

E. B. Helfrich Co., Item 35914, Contract B-635-11-420.

Baltimore Gas and Electric Co., for easement for Overhead Bridge over Eastern Ave. (Md. 150) near Chase, Maryland.

Trustees of Park Place Methodist Church of Allegany County, R/W Item 41758, Contract A-456-7-620.

Mary E. Davis, R/W Item 25974-A, Contract Co-253-1-220.

Nesbitt C. Murphy and Celia S., wife, for R/W Item 1523, Contract D-233-1-115.

Virgil D. Brown and Margaret, wife, for R/W Item 30017, Contracts S-177-1-115 And Wo-306-1-115.

John W. Crosby and LeRoy R. Crosby, for R/W Item 41229, Contract K-210-1X-220.

Edgel Sereno and Estagge, wife, for R/W Item 32597, Contract G-269-1-620.

Bonneville Sand and Gravel Corp., for R/W Item 32552, Contract S-195-1-120.

Chester B. Skipper and Marie, wife, for R/W Item 32574, Contract G-269-620.

Denver E. Gank and Shirley M., wife, for R/W Item 43671, Contract G-269-620.

John N. Wright, Jr., Inc., for road bed between Elwood and Federalsburg, Contact Co-253-1-220.

William L. Hoffman and Edna J., wife, for R/W Item 40235, Contract Cl-341-3-720.

Ralph R. Gray and Mary M., wife, for R/W Item 36669, Contract AA-477-3-520.

Edna M. Robinette, and Samuel J., husband, for R/W Item 43750, Contract A-465-9-620.

Clarence H. Shaw and Mary G., wife, for R/W Item 35951, Contract Cl-304-6-720.

James E. Cook, for R/W Item 40185 and R/W Item 40192, Contract A-465-620.

Jessie M. Barry and Ruth Anita, wife, for R/W Item 41748, Contract A-456-7-620.

William Edward Berry and Ethel A., wife, for R/W Item 38308, Contract Ch-298-320.

Milton Marmèr and Rhea, wife, for R/W Item 3376 and R/W Item 33780, Contract Wi-292-2-120.

Paul Gibson and Lucile H., wife, for Item 35362, Contract B-635-12-420.

Cheshire Land Company, Inc., for Item 38171, Contract M-485-33-320.

City of Salisbury, for R/W Items 33775 and 39985, Contract Wi-292-3-120.

Herbert J. Hines, Jr. and John Lawrence Hines, for Item 40064, Contract AA-453-3-320.

Baltimore Gas and Electric Co., and Bankers Trust Co., for R/W File 15050, Contract B-577-420 (Contract H-360-2-420, R/W Item 42699).

Roy L. Crum and Hattie D., wife, for for portions of R/W Item 27863, R/W Item 27859, R/W Item 21455 and R/W Item 27860, Contracts F-490-24-720 and F-537-15-715.

Charles Lare Routzahn and Naomi E., wife, for R/W Item 30781, Contract F-508-8-720.

Charles D. Burrier and Mabel, wife, for R/W Item 30781, Contract F-508-8-720.

Harry S. Rippeon and Betty M., wife, for R/W Item 30781, Contract F-508-8-720.

Horace A. Pierce and Helen I., wife, for portion of Costen property, Contracts S-177-1-120 and Wo-306-1-120.

STATE TREASURER:

The Board approved the following reports which had been submitted by the State Treasurer to the Secretary, covering the investment of various State funds:

July 16, 1959 - General Funds --Collection of \$5,000,000 United States Treasury Bills, due 7/16/59.

Subscription to \$5,000,000 U. S. Treasury Bills, (dated 7/16/59) due 10/15/59.

(cont.)



III (State Treasurer)

- July 16, 1959 - State Roads Commission-State Highway Construction Bond-Second Issue .  
Fund: Purchase of \$17,000,000 United State Treasury Bills:--  
\$5,000,000 due 9/10/59. \$5,000,000 due 10/15/59.  
5,000,000 due 11/12/59. 2,000,000 due 8/6/59.
- July 23, 1959 - Collection for State Roads Commission of the following United States Treasury Bills, for:--  
County Highway Construction Bond-Second Series Sinking Fund of \$5,000 and \$62,000, due 7/23/59.  
County Highway Construction Bond-Fourth Series-Sinking Fund of \$58,000, due 7/23/59.  
County Highway Construction Bond-Fifth Series-Sinking Fund of \$61,000, due 7/23/59.  
State Highway Construction Bond-Sinking Fund of \$700,000, due 7/23/59.  
State Highway Construction Bond-Second Issue-Sinking Fund; of \$500,000, due 7/23/59.
- July 23, 1959 - General Funds:  
Collection of \$5,000,000 United States Treasury Bills, due 7/23/59.  
Subscription to \$5,000,000 United States Treasury Bills, due 1/21/1960.
- July 30, 1959 - State Roads Commission-County Highway Construction Bond-Third Series-Sinking Fund:  
Collection of \$83,000 and \$40,000 United States Treasury Bills, due 7/30/59.
- August 7, 1959- State Highway Construction Bond-Sinking Fund:  
Exchange of \$700,000 United States Treasury 1-5/8% Certificates of Indebtedness due 8/1/59, for the same amount of United States Treasury 4-3/4% Notes, due 8/15/1960.

SUPERINTENDENT OF PUBLIC BUILDINGS & GROUNDS:

1- The Secretary brought to the attention of the Board a letter, dated July 28, 1959, which had been addressed to the Governor by Mayor Arthur G. Ellington, of Annapolis, requesting that the Board give consideration to the opening of Calvert Street, Annapolis, from Bladen Street to St. John's Street, through the State Parking Lot.

Mr. Backhaus advised the Board that this matter had been the subject of some study by his office, and called attention to his letter of August 11, 1959, written to each of the Board members.

While the Board approved the request in general, it was not satisfied with the details, as indicated on the plat drawn by the Engineer for the City of Annapolis, and therefore requested the plan be reviewed by the Department of Maryland State Police, the Department of Public Improvements, and the City of Annapolis, with a view to working out a plan which would be agreeable to all concerned. And, that such plan be submitted to the Board at a later date for its consideration. At the same time, the Board stated that if the project is undertaken it is to be done with no cost whatsoever to the State.

2- See: State Office Buildings-Annapolis, of these Minutes, Page 329.

3- The Board approved Item 48 of the agenda of the Department of Public Improvements, relating to the Superintendent of Public Buildings and Grounds, as follows:

"Reference is made to Item 42 of this department's agenda of April 15, 1959, with reference to identifying plates for the new State Office Building-Annapolis, the State Treasury Building and the Court of Appeals Building to be prepared and erected by Mr. Thomas E. Stokel. The fund source for the payment of the cost of this work in the amount of \$600.00 is Budget Program 06.16.00.02-08."

4- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts for the Superintendent of Public Buildings and Grounds, with payment to be made from the funds indicated:

1959 Budget 06.16.00.02-08 --

Maryland Casualty Co., for inspection on new dumbwaiter in State Comptroller's Office, Annapolis. (9-A)	\$ 8.00
S. H. Jackson, for Change Order #1 to contract for air conditioning Alterations-State Treasury Bldg., approved June 9, 1959. (9-B)	142.00
Emjay Engineering and Construction Co., Inc., for emergency work in State Treasury Building on the Air Conditioning System to complete the work to give immediate relief for occupants of the building. No. fee. (item 38)	9,776.15 .

UNIVERSITY OF MARYLAND:

1- The Secretary brought to the attention of the Board a letter, dated July 9, 1959, received from Dr. Wilson H. Elkins, President of the University of Maryland, with further reference to the purchase of Lot 7 in Block 3 and Lots 6 and 7 in Block 4 of the subdivision known as Johnson's and Corriden's Subdivision of College Park, as authorized by the Board at its meeting of September 16, 1957, this property being owned by Azadia and Rouben Mamouljian and to be acquired at a cost of \$1,330.00. Payment was to be made from budget funds of the University.

Dr. Elkins stated that the matter was referred by the State Law Department to a title attorney but was subsequently abandoned because fee simple title could not be assured at that time. However, the University now has information that the title problems have been resolved and the property may be purchased at a cost of \$1,975.00. It is understood that the increase in price from \$1,330 to \$1,975 is to cover taxes during the intervening years and other payments made by the owners to clear the title to the lots.

After due consideration, the Board approved the purchase of this property at this time at a cost of \$1,975.00, with payment to be made from the operating budget of the University for the 1959-60 fiscal year.

2- The Board authorized the payment of bill of the Superior Court of Baltimore City, in the amount of \$15.50, for recording Supplemental Agreement, Bradley Realty Corporation, etc. in connection with the purchase of The Hecht properties, authorized by the Board of Public Works on June 9, 1959. Payment is to be made from the General Construction Loan of 1959-Item 140.

3- The Secretary advised the Board of receipt of information relative to the following losses of the University of Maryland, and the settlements which have been agreed upon:

May 14, 1959 - University Hospital - Porch 9C	\$ 35.00
May 27, 1959 - College Park - #213 Veterans Family Housing	450.00
April 2, 1959 - College Park - #218 Veterans Housing-12	27.27 .

4- The Board approved construction item 18 of the agenda of the Department of Budget and Procurement, covering the following expenditures by the University of Maryland at College Park:

General Construction Loan of 1957-Item 150	List 7	\$2,372.92 .
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5- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contracts by the University of Maryland, for College Park, with payment to be made from the funds indicated:

General Construction Loan of 1957--Item 146

Dorset Contracting Co., Inc., for Change Order #1 to contract for Construction of College of Business & Public Administration and Classroom Building, approved April 15, 1959. Fee-William T. Booth. (10-A)	\$6,620.00
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General Construction Loan of 1959-Item 134 --

McNeill Surveys, Inc., for topographic survey of area north of the Library, in connection with design of new Academic Building for Arts and Sciences. (10-B)	350.00 max.
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6- The Board approved the following Item 11 of the agenda of the Department of Public Improvements, relative to the University of Maryland-Crisfield:

"Approval is requested for the granting of a right-of-way 5-ft. wide across land of Crisfield Seafood Laboratory. This right-of-way will be granted by the State of Maryland to the United States of America and will permit installation of a water line across State property to serve an adjacent Military installation. The necessary Agreement forms are being circulated to the Board of Public Works for signatures."

WORKMEN'S COMPENSATION COMMISSION:

The Secretary brought to the attention of the Board a request, dated May 21, 1959, received from the Chairman of the Workmen's Compensation Commission that an emergency be declared in the position of Legal Assistant for the Commission. Also, submitted was a letter from the State Commissioner of Personnel as to his findings in the matter.

After due consideration, the Board felt there was not sufficient justification to declare this classification as an emergency and therefore declined to approve the request.

WESTERN MARYLAND STATE HOSPITAL:

1- The Board approved Construction Item 4 of the agenda of the Department of Budget and Procurement, covering the following expenditures by Western Maryland State Hospital:

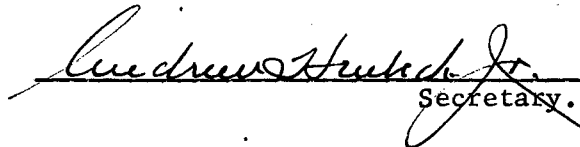
General Construction Loan of 1952-Item 23-D	List 229	\$2,218.92
	List 230	684.00
	List 231	2,035.64 .

2- Upon the recommendation of the Department of Public Improvements, the Board approved award of the following contract for Western Maryland State Hospital, with payment to be made from the funds indicated:

General Construction Loan of 1952-Item 23 --		
Norman W. Meekins, for Patients' Recreation Area. (item 6)		\$9,352.00 .

ADJOURNMENT:

There being no further business, the meeting was adjourned.

  
Secretary.

